

COUNTY MANAGER'S OFFICE

Statement of Purpose

Catawba County operates under a County Manager form of government adopted by the Board of Commissioners on March 1, 1937. The County Manager is charged with the responsibility for translating the policies and programs of the Board of Commissioners into action. The Manager is also responsible for coordinating, supervising, and recommending alternative solutions to growing problems and issues. As Chief Administrator of County government, he is responsible to the Board of Commissioners for administering all departments of County government under the Board's general control and to serve as liaison officer to the public and groups within the County and between the County, State, and Federal agencies.

Outcomes

1. Oversee the implementation and achievement of the Board of Commissioners Fiscal Year 2005/06 goals.
2. Effectively direct and supervise the administration of all County offices, departments, and agencies under the authority of the Board of Commissioners.
3. Provide a program of public information regarding issues pertinent to the formulation of sound public policy. Keep citizens abreast of matters which effect their daily lives through the use of various media outlets and public information programming.
4. Respond professionally and effectively to requests from Catawba County citizens for assistance or information related to the functions of county government.
5. Provide timely information to Board of Commissioners for planning and decision-making.
6. Prepare and administer a balanced budget for Fiscal Year 2006/07.
7. Participate actively in local, State, and national organizations such as the North Carolina Association of County Commissioners, National Association of Counties, International City/County Management Association, North Carolina City/County Management Association, and local managers groups to strengthen intergovernmental relationships and share ideas.
8. Monitor legislation proposed by the North Carolina General Assembly and, where applicable, propose legislation that would be beneficial to Catawba County.

Outcome Performance Measures: Each year, the Board of Commissioners conducts an evaluation with the County Manager that addresses their satisfaction with the performance of him and County staff. The evaluation refers to all of the outcomes listed and a satisfactory rating on that evaluation is evidence of achievement.

County Manager

Reinventing Department

Organization: 120050

	2003/04 Actual	2004/05 Current	2005/06 Requested	2005/06 Approved	Percent Change
Revenue					
Charges & Fees	\$130	\$130	\$130	\$130	0%
Miscellaneous	20,000	28,000	28,000	28,000	0%
General Fund	504,181	686,064	703,496	703,626	3%
Total	\$524,311	\$714,194	\$731,626	\$731,626	2%
Expenses					
Personal Services	\$461,124	\$700,226	\$685,514	\$685,514	-2%
Supplies & Operations	63,187	13,968	46,112	46,112	230%
Total	\$524,311	\$714,194	\$731,626	\$731,626	2%
Employees					
Permanent	6.00	7.00	7.00	7.00	0%
Hourly	0.00	0.00	0.00	0.00	0%
Total	6.00	7.00	7.00	7.00	0%

Fiscal Year 2003/04 Outcome Achievements

Total Outcomes	Achieved	Partially Achieved	Not Achieved	Success Rate
8	8	0	0	100%

Significant Changes:

The outcomes for this department are focused on providing customer service to our internal and external customers, the Board of Commissioners and County Departments and to the general public. Outcomes are based upon the extent to which requests for information are responded to in a timely manner and that citizens are kept abreast of information pertinent to County government. The County Managers' Office achieved all 8 stated outcomes in 2003/04. Achievement of these outcomes is evidenced in the County Manager's annual performance evaluation.

The County Manager's Office is on track to achieve all 8 outcomes for Fiscal Year 2004/05.

Outcomes for Fiscal Year 2005/06 will continue to maintain a focus on providing excellent customer service and fiscally sound public policy, administration, and programs to the citizens of Catawba County.